

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Tribal Welfare - Streamlining the administration in Tribal Sub-Plan areas to gear up implementation of development programmes - Single Line Administration - Comprehensive Orders - Issued.

GENERAL ADMINISTRATION (Special. A) DEPARTMENT

G.O. Ms. No. 57

Dated 01-03-2014,
Read the following:

1. G.O.Ms.No.11, SW (D) Department, dated, 13.01.1977.
2. GO Ms.No.302, Education (EE-2) Department, dated, 10.7.1986.
3. G.O.Ms.No.434, General Admn. (Spl.A) Department, dated, 14.08.1986.
4. G.O.Ms.No.19, Revenue (W) Department, dated, 08.01.1987.
5. G.O.Ms.No.460, Education (Ser.I) Department, dated, 30-3-1996
6. G.O.Ms.No.58 Social Welfare (J) Department, dated, 12.05.1997.
7. G.O.Ms.No.105 Social Welfare (L1) Department, dated, 02.08.1997.
8. G.O.Ms. No.193, Revenue (Ser.I) Department, Department, dated, 17.04.2002.
9. G.O.Ms.No.274, General Admn. (Spl.A) Department, dated, 15.06.2002.
10. GO Ms.No.90. HM and FW (M1) Department, dated, 17-4-2003.
11. G.O.Ms.No.333, General Admn. (Spl.A) Department. dated, 14.10.2004.
12. GO Ms.No.420, Health Medical & FW Department, dated, 27-11-2004.
13. G.O Ms.No.8, Social Welfare (LTR-I) Department, dated, 23-1-2008.
14. G.O.Ms.No.102, SW (LTR-1) Department, dated, 06.06.2008.
15. GO Ms.No.953, MH&FW (D1) Department, dated, 26.7.2010.
16. G.O.Ms.No.66 PR & RD (MDL.1) Department, dated, 24.03.2011.
17. G.O.Ms.No.34 Planning (XXII) Department, dated, 01.11.2013.
18. G.O.Ms.No.1 PR&RD (RD.II) Department, dated, 02.01.2013.
19. G.O. Ms. No. 7, Planning (XXII) Dept, dated 23.02.2013
20. G.O. Ms. No. 10, Planning (XXII) Dept.,, dated 23.02.2013

ORDER:

The Integrated Tribal Development Agencies (ITDAs) in the Districts of Srikakulam, Vizianagaram, Visakhapatnam, East Godavari, West Godavari, Khammam, Warangal and Adilabad were established with the primary objective of ensuring an integrated approach towards implementation of development programmes for the tribals in the sub-plan areas. In order to facilitate better coordination among all the functionaries operating in the sub-plan areas and to meet the needs of the tribals, who can look to a single agency for redressing their grievances in developmental as well as regulatory matters, and to gear up the rapid socio-economic development of tribal people and tribal areas in an integrated manner, the departments working in the sub-plan areas independent of the ITDAs and Project Officers, ITDAs were brought under the administrative control of the Project Officer, ITDA. Accordingly, the Government have introduced the single line administration system vide G.O.3rd read above and the system has been functioning since then.

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2. Government have enacted the Andhra Pradesh Scheduled Castes Sub-Plan and Tribal Sub-Plan (Planning, Allocation and Utilization of Financial Resources) Act, 2013 (Act No.1 of 2013) to ensure accelerated development of Scheduled Tribes with emphasis on achieving equity, focusing on economic, educational and human development, security and social dignity of the Scheduled Tribes, by earmarking a portion, in proportion to population of Scheduled Tribes in the State, of the total plan outlay of the State as the outlay of the Tribal Sub-Plan of the State and ensuring effective institutional mechanisms for the implementation and for matters connected therewith or incidental thereto.

3. Therefore, the Commissioner, Tribal Welfare has brought it to the notice of the Government that the single line administrative system in the ITDA areas of the State introduced in 1986 and reiterated in 2002 requires to be further strengthened by issuing comprehensive guidelines so as to enable the Project Officers of ITDAs to exercise their responsibilities towards tribal development in a more specific manner and furnished necessary proposals accordingly.

4. Government after careful consideration of the matter and as per the proposal furnished by Commissioner, Tribal Welfare, issues the following orders:

- i. To the extent possible, Project Officers of ITDAs shall be from the senior time scale of IAS. In case an IAS Officer cannot be spared for any one ITDA, a Committee under Chief Secretary, Principal Secretary, Revenue, Principal Secretary, Rural Development and Principal Secretary, Tribal Welfare would select a panel of officers from different Departments suitable for posting as PO, ITDA. Principal Secretary, TW will act as the convener of this committee.
- ii. The Project Officer of the ITDAs who are in the senior time scale of IAS continue to be re-designated as PO, ITDA and Ex-officio Joint Collector(Tribal Welfare) and Additional District Magistrate.
- iii. The Project Officers of the ITDA holding a rank of Special Grade Deputy Collector of lower than senior time scale of IAS shall continue to be re-designated as PO, ITDA and Ex-officio Additional Joint Collector (Tribal Welfare) and Additional District Magistrate.
- iv. Every PO, ITDA will be supported by an Additional PO, ITDA, preferably in the rank of Special Deputy Collector - taken on deputation from Revenue or Development departments.
- v. Such of the powers which are exercised by the Collectors/Joint Collectors/District Revenue Officers as per G.O.Ms.No.77, Revenue, dated 22-1-1968 and shown in the annexure to this order shall be exercised by the Project Officers of ITDAs in the Districts of Srikakulam, Vizianagaram, Visakhapatnam, East Godavari, West Godavari, Khammam, Warangal and Adilabad in so far as the Tribal Sub plan areas are concerned. Necessary notifications in this regard have already been issued from Revenue Department to the extent of agency powers vide G.O. Ms.No.193, Revenue (Ser.I) Department, dated 17-4-2002.
- vi. To powers of District Collectors under AP (Andhra Area) Preservation of Private Forest Act (Act. XII of 1954), the AP Forest Manual, the A.P. Forest Act, 1967 (Act 1 of 1967), the AP Public Health Act, 1939 (Act. III of 1939), the Cooperative Societies Act, 1964, Weights and Measures and Fisheries, will be exercised by Project Officers of ITDA to the extent of ITDA areas. The respective Departments shall immediately issue orders delegating the powers to Project Officers.

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- vii. The officers in charge of DRDA and DWMA responsible for implementation of rural development programs in ITDA areas shall work under the administrative control of PO, ITDA. Principal Secretary, Rural Development shall issue necessary order/instructions in the matter and ensure that officers of appropriate background shall be posted in tribal areas. MPDOs working in the Tribal Areas shall report to POs, ITDA in so far implementation of development programs and economic support schemes. The Panchyat Raj Department shall issue necessary orders delegating the powers of CEO, Zilla Parishad over MPDOs to PO, ITDA to the extent of ITDA mandals so that single line administration works effectively.
 - viii. The budgets of various development/welfare activities should be bifurcated at the departmental level between TSP and non-TSP in the case of districts with ITDAs. The TSP projects/proposals of such districts shall be approved by the ITDAs concerned. PO, ITDA shall monitor the implementation of all TSP programs in the ITDA areas.
 - ix. All the Departments and District Collectors shall ensure that only suitable officers are deputed to work in ITDA areas through careful screening. Officer with poor record and having disciplinary action pending against them shall not be posted in ITDA areas. No officer shall be relived on transfer if a substitute is not posted.
 - x. There is a need to revisit the incentives provided to officers and staff working in ITDA areas. A Committee consisting of Special Chief Secretary, Planning, Principal Finance Secretary, Principal Secretary, Rural Development and Principal Secretary, Tribal Welfare shall review the staffing pattern and the incentive structure currently in place and send suitable recommendation to Government within a month.
 - xi. Specific powers and responsibilities as detailed in Annexure are prescribed for Project Officers of ITDAs for necessary adherence with immediate effect.
 - xii. All the Project Officers of ITDAs are directed to prepare Comprehensive Development Plans for ITDA areas covering activities of all development departments: infrastructure development, human development and welfare departments (including education, health, woman and child development, etc.). These plans will have to be approved by the Governing Body of ITDA and sent to respective departments for funding; the District Collectors and POs, ITDA shall undertake close monitoring and review of the plans/ development programs every quarter using the Online Monitoring Framework - Habitation Score Card prescribed by the Government and send report to the Government promptly.
5. Chief Secretary to Government shall undertake review of the implementation of Comprehensive Development Plans for ITDA areas with all concerned Secretaries once every quarter.
6. All Special Chief Secretaries/Principal Secretaries/Secretaries/Heads of Departments in the State and District Collectors of ITDA districts shall take necessary action for effective implementation of the above orders.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**DR.P.K.MOHANTY,
CHIEF SECRETARY TO GOVERNMENT**

To
All the District Collectors

P.T.O.

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All the Project Officers, ITDA Srikakulam / Vizianagaram / Visakhapatnam / East Godavari / West Godavari / Warangal / Khammam / Adilabad.

All the Spl.C.S/Prl.Secy/Secretary to Government.

The Special Chief Secretary to Government, Revenue Dept/
PR&RD(RD) Department.

The Principal Secretary to Government, SWD/HM&FW Dept/
Finance Dept/AHDD&F/EFS & T Department.

The Principal Secretary to Government (TW), Social Welfare
Department/Panchayat Raj Department/School Education
Department/Finance Department

The Pay and Accounts Officer, Hyderabad.

All Departments of Secretariat.

Copy to:

The Director General, Dr.MCR HRD Institute of A.P. Jubilee Hills, Road No.25
A.P. Hyderabad.

The Accountant General (A&E), A.P., Hyderabad.

The Commissioner, Panchayat Raj, AP, Hyderabad.

The Commissioner of Tribal Welfare, A.P., Hyderabad.

The Commissioner & Director General, Health & Medical, Hyderabad.

The Commissioner & Director of School Education, Hyderabad.

The Commissioner, Relief & EO Secretary to Govt. Revenue Dept.

The Chief Commissioner of Land Administration, A.P. Hyderabad

The Secretary to Chief Commissioner of Land Administration. A.P. Hyderabad.

The Principal Chief Conservator of Forests, A.P. Hyderabad.

The Director of Animal Husbandry, AC Guards, Hyderabad.

The Secretary to Government of India, Min. of Tribal Affairs, New Delhi.

The Secretary to Govt. of India, Min. of Personnel, PGts & Pensions, Dept. of
Personnel & Training, North Block, New Delhi-1

The Principal Secretary/Special Secretaries/Addl. Secretaries, Block,
New Delhi-1

The Principal Secretary/Spl. Secretaries/Addl. Secy/Jt.Secy.to CM

The P.S to Ministers concerned

The Social Welfare (TW) Department/Revenue Department/Finance Dept/
School Education/P.R.& R.D. Dept/H.M. & F.W Dept. /AHDD&F Dept.

SFs/SCs

// FORWARDED :: BY ORDER //

SECTION OFFICER (SC)

Annexure

G.O. Ms. No.57, General Administration (Special. A) Department,
dated:1-3-2014)

Sl. No.	Function	Role and Responsibilities of Project Officer, ITDA
I	Administrative Functions	
1	Administrative control over Executives	<ul style="list-style-type: none">All Officers and staff in the sub-plan connected with regulatory and developmental functions shall be under the administrative control of the Project Officer, ITDA.
2	Sanctioning of leaves	<ul style="list-style-type: none">Shall sanction all types leaves to officers working in the O/o ITDA.The Officers working in the sub plan area shall inform the PO about their leave.Office of the Project Officer, shall maintain leave registers of all the executive officers working in the sub plan areas.
3	Initiating and countersigning of Annual Confidential Reports (ACRs)	<ul style="list-style-type: none">Shall initiate the Annual Confidential Reports of all Gazetted Officers in ITDAShall countersign the Confidential Reports of all Gazetted Officers of other line Departments within sub plan area, including Sub Divisional Revenue Officer, Tahsildars, MPDOs, Police, Forest Department, etc.
4	Transfers and postings	<ul style="list-style-type: none">All postings and transfers of the highest non-Gazetted and the Gazetted personnel in regard to and within ITDA area shall be made in consultation with the Project Officers.Shall be the member of District Level Screening Committee constituted under GO No.11, SW (D) Dept, dated 18-1-1977 under the chairmanship of District Collector concerned to screen all the government personnel whose appointments and postings are done at the district level.Shall ensure that no officer or staff member working in tribal areas be relieved on transfer unless a substitute joins in his/her place as per GO Ms.No.311, GA(Ser.A) Dept., dated 18-7-2002.
5	Recruitments	<ul style="list-style-type: none">In all recruitments in sub-plan areas, the Project Officer, ITDA will be the Chairman or member of the Selection Committees, including the DSC for selection of teachers.
6	Calling for records	<ul style="list-style-type: none">The Project Officers are authorized to call for any record, review and inspect any work being executed by any department in sub-plan areas.
7	Enquiries	<ul style="list-style-type: none">The Project Officers shall enquire or initiate enquiry into the allegations against the Gazetted Officers working in the sub plan areas.
8	Tours	<ul style="list-style-type: none">Shall furnish the tentative tour program once in every fortnight under intimation to District Collector and Commissioner, Tribal Welfare.Shall tour at least (15) days in a month and inspect all schemes to gear up the implementation of development programs in sub plan areas.Shall make minimum 5 night halts in tribal habitations, educational institutions so as to have an effective interaction with STs and ST children.Shall submit the tour dairies by 5th of every month to the Commissioner of Tribal Welfare and

Sl. No.	Function	Role and Responsibilities of Project Officer, ITDA
		<p>concerned District Collector.</p> <ul style="list-style-type: none"> • Shall take action on the important observations furnished by the Commissioner of Tribal Welfare and respective District Collector.
9	Inspections	<ul style="list-style-type: none"> • Shall inspect/ visit minimum 5% of the following institutions every month: <ul style="list-style-type: none"> • TW Educational Institutions such as Ashram Schools, pre matric hostels, post matric hostels, GPS(TW), TW Residential Schools, Junior Colleges, Degree Colleges, GMR Polytechnics, Residential ITIs. • Area Hospitals, CHCs, PHCs, Sub Centers, Birth Waiting Homes, CHW habitations. • Cases where the land is restored to STs under LTR and where title deeds are awarded under ROFR. • Units sanctioned to ST families under Economic Support Schemes, CCDP and SERP. • Training centers for skill development under Rajiv Yuva Kiranalu & other stakeholders • Engineering works such as educational, administrative, health infrastructure, roads and drinking water works and works taken up under MG-NREGS, NRHM, SSA,RMSA, LWE, IAP etc., • ICDS Centers, Adult Literacy centers, libraries • DR Depots, FP shops and weekly shandies in tribal areas. • Programs taken up by departments of Agriculture, Horticulture, Fisheries, Sericulture, Animal Husbandry, Industries. • Shall attend 2% of the meetings of SHGs, MMS, VTDA and other CBOs in tribal areas every month. • Shall reduce his/her observations into a visit/inspection note and communicate to the concerned under intimation to District Collector and Commissioner, Tribal Welfare. • Shall review the follow up of action taken on the observations by the respective officers.
10	Reviews	<ul style="list-style-type: none"> • Shall conduct periodical reviews (at least once in a month) with line departments on the developmental activities taken up for the benefit of tribals in the sub plan areas. • Minutes shall be circulated to the line departments within (3) days time for follow up action on the decisions taken in the review meetings. • Shall furnish a copy of the minutes to the Commissioner of Tribal Welfare and District Collector.
11	Maintain data on backlog vacancies	<ul style="list-style-type: none"> • Shall maintain data on back log vacancies in all departments functioning in sub plan areas, and review the action taken to fill up the vacancies reserved for STs from time to time.

13	Proper maintenance of ITDA records.	<ul style="list-style-type: none"> • Shall be responsible for maintenance and updating of various records and registers by ITDA as prescribed from time to time.
14	Conducting of periodical Governing Body meetings of ITDAs.	<ul style="list-style-type: none"> • Shall take necessary action to convene the Governing Body meetings of ITDAs every quarter in the months of January, April, July and October of every calendar year.
15	Adherence to the ITDA Governing Body Resolutions.	<ul style="list-style-type: none"> • Shall communicate the resolutions of the Governing Body meetings to the Commissioner of Tribal Welfare and Officers concerned. • Shall communicate the resolutions of the Governing Body to the concerned with in (3) days and place the action taken report for the perusal of the Governing Body in the next meeting. • Shall have the authority to summon the district level officer that has not implemented the resolutions of the meetings of the Governing Body for further review in detail.
16	Agency Administration Report	<ul style="list-style-type: none"> • Shall prepare the draft of the Annual Report of the Governor on the Administration of Scheduled Areas as required under Para 3 of the Fifth Schedule to the Constitution of India and furnish to the District Collector concerned by end of May of every year. • The draft shall also include the observations of the Project Officer on the administration of scheduled areas based on his field visits, inspections and interaction with STs living in scheduled areas.
17	Disciplinary powers	<ul style="list-style-type: none"> • Shall be the disciplinary authority under AP CCA Rules, 1991 for the employees of ITDA governed by Model Regulations issued vide GO Ms.No.143, SW (T2) Dept., dated 7-10-1997. • With regard to those employees for whom Project Officer, ITDA is not the appointing authority, he shall be competent under Rule 19(1) (b) of AP CCA Rules, 1991 to direct a disciplinary authority to institute disciplinary proceedings against any government servant functioning in the ITDA area on whom the disciplinary is competent to impose under AP CCA Rules, 1991 any of the penalties specified in Rule 9 or Rule 10.
II	Functions relating to Implementation of Protective Regulations and constitutional safeguards	
18	Protective Regulations	<ul style="list-style-type: none"> • The Project Officers of the ITDAs shall continue to be designated as Additional Agents so far as Agency areas are concerned and attend the following duties. • He will be appellate authority over the orders passed by the Special Deputy Collector (TW) on Land Transfer Regulations; however, the Collector will continue to retain the power of appellate authority and interfere with the orders if he so chooses under: <ol style="list-style-type: none"> 1. The AP Scheduled Areas Land Transfer Regulation I of 1959 as amended from time to time. 2. The AP (Sch. Tribes) Money Lenders Regulation I of 1960 3. The AP (Sch. Tribes) Debt Relief Regulation

		<p>II of 1960</p> <p>4. The AP (Sch. Tribes) Debt Relief Regulation III of 1970</p> <p>5. The AP Mahals (Abolition and Conversion into Ryotwari) Regulation I of 1969.</p> <p>6. The AP Muttas (Abolition and Conversion into Ryotwari) Regulation II of 1969.</p> <p>7. The AP (Scheduled Areas Ryotwari Settlement) Regulation II of 1970.</p> <p>8. The Andhra Pradesh Scheduled Areas Minor Forest Produce (Regulation of Trade) Regulation 1979.</p>
19	Rule of Reservation	<ul style="list-style-type: none"> • Shall take up verification of rosters maintained by various appointing authorities at district level in implementation of the rule of reservation in favor of STs. • Shall take necessary action for implementation of Notifications issued under Para 5 (1) of the Fifth Schedule to the Constitution of India reserving certain categories of posts in favor of local Scheduled Tribes as ordered from time to time.
20	Caste Verification	<ul style="list-style-type: none"> • Shall enquire in respect of tribals, either suo-motuo or on a written complaint by any person or on request made by an employer/educational institution/ appointing authority, to enquire into the correctness of any community, nativity and date of birth certificate already issued and if it is found that the said certificate is obtained fraudulently, shall refer the case to District Level Scrutiny Committee.
21	District Level Scrutiny Committee	<ul style="list-style-type: none"> • Shall Act as Chairman of DLSC in respect of STs for cancellation of certificate obtained fraudulently as per the procedure laid down in section 5 of the Andhra Pradesh (Scheduled Castes, Scheduled Tribes & Backward Classes) Regulation of Issuance of Community Certificates Act, 1993 (Act No.16 of 1993).
22	Forest Rights Act, 2006	<ul style="list-style-type: none"> • Shall identify all the forest interface habitations and take necessary action for conducting Gram Sabhas at habitation level and constitute FRCs. • Shall ensure that all the eligible tribals shall get the forest rights. • Shall take necessary action to incorporate the forest rights in the Revenue records. • Shall take necessary steps for conferring Community Forest Resource Rights. • Shall maintain records on the rights conferred to the individuals as well as community rights. • Shall maintain the records on the claims rejected with reasons. • Shall take necessary action for declaration of all the forest villages as Revenue villages. • Shall upload the progress of FRA in LWE districts in the website maintained by Planning Commission, Government of India, by 5th of every month. • Shall take necessary initiative to recognize MFP rights.
IV	Functions relating to PESA	
22	Conducting Gram Sabhas and constitution of Multi-Disciplinary Teams	<ul style="list-style-type: none"> • Shall depute an Officer not below the rank of Deputy Tahsildar for convening 1st Gram Sabha meeting and electing Vice-President and

		<p>Secretary among the tribals.</p> <ul style="list-style-type: none"> • Shall constitute Multi-Disciplinary Teams to assist the Mandal Praja Parishads or any other Government Agency in preparation of village development plans and prioritizing the benefits and schemes.
23	Ownership and disposal of minor forest produce	<ul style="list-style-type: none"> • Shall take necessary action for ownership and mode of disposal of minor forest produce to vest with the individual members of Gram Sabha subject to monopoly rights of GCC by Trade Regulation 1979 issued in G.O.Ms.No.20, SW (F2) Dept., dated 14.2.1983 for procurement of MFP except Bamboo and Beedi leaf. • Shall ensure that Bamboo and Beedi leaf, management, harvesting and disposal shall be done by the forest Department who shall undertake harvesting duly following scientific silvicultural practices as prescribed in the working plans/management plans for the respective divisions. Forest Department shall pass on the net revenue from such disposal of the Bamboo and Beedi leaf harvesting from the area allotted to the Gram Sabha, to the respective Gram Sabha who may in turn pass it on to individual members of Gram Sabha. • Shall take necessary action for settlement of disputes if any relating to ownership, access to collection, use and disposal of MFP traditionally collected by him/her. • Shall ensure that after verification of such claims on the right of ownership of minor forest produce of individual collector, the Gram Sabha shall pass a resolution settling such dispute. • Shall take necessary action that the Gram Sabha shall maintain a register containing the names of each collector of minor forest produce in the habitation. • The Project Officer, ITDA shall be the Chairman of the committee constituted for the management of Bamboo and Tendu products in the respective jurisdiction.
24	Prevention of alienation of lands in the scheduled areas and restoration of alienated lands of scheduled tribe	<ul style="list-style-type: none"> • Shall take necessary action that the Gram Sabha shall <ol style="list-style-type: none"> 1. Prepare a list of landholders containing the details of extent of land held and names of the Pattadars along with enjoyers. 2. Verify the veracity of social status claims of all the Pattadars as to whether Pattadar is a genuine scheduled tribe. 3. Verify as to whether the lands are purchased in the name of a tribal woman and enjoyed by a non-tribal. 4. Visit the field if desired and physically verify as to whether the lands are cultivated by the tribal or by the non-tribal taken on lease, mortgage, etc.; and 5. Approve the list of beneficiaries for assignment of Government lands. • In all cases mentioned at (1) - (5) above, if Grama Sabha, after thorough investigation is satisfied that certain occupations are in violation of the Andhra Pradesh Land Transfer Regulation, 1959 as amended from time to time, Grama Sabha shall

		<p>pass a resolution mentioning the details of violation.</p> <ul style="list-style-type: none"> Competent authority under the Andhra Pradesh Land Transfer Regulation 1959 as amended from time to time shall initiate consequential action.
25	Acquisition of land in the Scheduled Areas	<ul style="list-style-type: none"> Shall ensure that <ol style="list-style-type: none"> When the Government considers land acquisition under any Act, the Government or the concerned authority will submit to the Mandal Praja Parishad the following written information along with the proposal:- <ol style="list-style-type: none"> The complete outline of the proposed project including the possible impact of the project. Proposed land acquisition. New people likely to settle in the village and possible impact on the area and society, and The proposed participation amount of compensation, job opportunities for the people of the village. After getting complete information the concerned Mandal Praja Parishad will be competent to summon the representatives of the concerned authorities and the Government to examine them either individually or collectively. It will be mandatory for all such persons summoned to furnish point-wise clear and correct information. The Mandal Praja Parishad after considering all the facts shall make a recommendation regarding the proposed land acquisition and rehabilitation plan of persons displaced. The recommendation of the Mandal Praja Parishad shall be considered by the Land Acquisition Officer. In case the Land Acquisition Officer is not in agreement with the recommendations of the Mandal Praja Parishad, he will send the case again to the Mandal Praja Parishad for consideration. If after a second consultation, the Land Acquisition Officer passes an order against the recommendations of the Mandal Praja Parishad, he shall record the reasons for doing so in writing. In case of industrial projects, all the Mandal Praja Parishads that are influenced by such projects shall be consulted. The progress of rehabilitation plan should be placed before the Mandal Praja Parishad after every 3 months from the date of notification for land acquisition. If in the opinion of the Mandal Praja Parishad, suggested measures are not followed, the Mandal Praja Parishad may inform the State Government in writing regarding the same, and it will be mandatory for the State Government to take appropriate action.
26	Excise	<ul style="list-style-type: none"> Shall ensure that the Department concerned shall inform its intention to establish a unit for manufacturing liquor in a village to the Gram Sabha concerned for its opinion on the production or manufacture of liquor in the said village.

		<ul style="list-style-type: none"> • Shall take necessary action that Gram Sabha shall convey its opinion in the form of a resolution within four weeks and on basing of the resolution of the Gram Sabha the department concerned shall act upon about the production /manufacture of liquor in the village under intimation to Gram Sabha concerned. • Shall ensure that the license shall be granted to local scheduled tribe only. • Shall take necessary action that the Department concerned shall issue a speaking order for granting or not granting any license to open liquor shop/bar in the village under intimation to the Gram Sabha concerned. The Gram Sabha resolution shall be binding and final.
27	Rehabilitation and resettlement due to displacement	<ul style="list-style-type: none"> • Shall ensure that <ol style="list-style-type: none"> 1. Each project affected family of ST category shall be given preference in allotment of land in the ayacut. 2. Each tribal PAF shall get additional financial assistance equivalent to 500 days of minimum agriculture wage for loss of customary rights/usages of forest produce. 3. Tribal PAFs re-settled close to their natural habitat of their choice, to the extent possible, in a compact block so that they can retain their ethnic, linguistic and cultural identity. 4. The tribal families residing in the Project Affected Areas having fishing rights in the river/pond/dam shall be given fishing rights in the reservoir area. 5. The tribal PAFs shall be resettled and rehabilitated within the Scheduled areas. 6. At least one member of a displaced family shall be provided employment in the Mining or Industrial Projects by providing necessary skills through appropriate training.
28	Resolving Land Disputes in Scheduled Areas.	<ul style="list-style-type: none"> • Shall take necessary action that <ol style="list-style-type: none"> 1. If there are conflicting claims in respect of the possession of lands, the Gram Sabha shall convene a meeting and call for evidence in support of such claims from the concerned to pass appropriate resolutions and request to the competent authority under the Andhra Pradesh Scheduled Areas Land Transfer Regulation, 1959 to initiate consequential action. 2. The Gram Sabha shall also convene a meeting on receipt of any complaint on alienation of land in favor of a non-tribal or suomoto pass appropriate resolution and shall forward the same to the competent authority to take necessary action to restore the land to the scheduled tribe transferor. 3. Any person aggrieved by the resolution of Gram Sabha may within a period of sixty days from the date of resolution, file a petition to the competent authority under the A.P. Scheduled Areas Land Transfer Regulation, 1959. 4. The competent authority under the A.P. Scheduled Areas Land Transfer Regulation, 1959 may either allow or reject or refer the

		<p>petition to the Gram Sabha concerned for reconsideration.</p> <ol style="list-style-type: none"> 5. After receipt of such reference, the Gram Sabha shall meet within a period of thirty days, hear the petition, pass resolution on that reference and forward the same to the competent authority under the A.P. Scheduled Areas Land Transfer Regulation, 1959. 6. The competent authority under the A.P. Scheduled Areas Land Transfer Regulation, 1959 shall consider the resolution of Gram Sabha and pass appropriate order, either accepting or rejecting the petition. 7. The competent authority under the A.P. Scheduled Areas Land Transfer Regulation, 1959 shall invariably implead the Gram Sabha concerned for their considered opinion in every case of land alienation involved tribal and non-tribal. The Gram Sabha concerned shall be impleaded and the opinion of the Gram Sabha shall be duly examined 8. The competent authority under the A.P. Scheduled Areas Land Transfer Regulation, 1959 shall furnish the copies of judgments to the Gram Sabhas concerned in every case. 9. While restoring possession of land to tribal, the competent authority shall obtain the signatures of members of Gram Sabha to that extent.
29	Public Markets	<ul style="list-style-type: none"> • Shall take necessary measures for capacity building to manage the village markets by forming Village Market Committees and ensure that • Licenses should be given only to local Scheduled Tribes. • maintain and manage the market yards; • regulate the opening, closing and suspending of transactions in a market yard; • Supervise the conduct of market functionaries; • enforce the conditions of license • regulate the making, execution and enforcement or cancellation of agreements of sales, the weighment, delivery, payment and all other matters relating to the marketing of agricultural produce, NTFP Produce, live stock or products of live stock and all matters ancillary thereto. • Disposal of minor forest produce include local level processing value addition, transportation in forest area through head load, bicycle and hand carts for use of such produce for sale by the gatherers or the communities for livelihood. • provide for the settlement of all disputes between the seller and the buyer and others arising out of any kind of transaction connected with the marketing of a notified agricultural produce, NTFP, live stock or products of live stock and other products and all matters ancillary thereto; • Collect, maintain and disseminate information in respect of :- • Sale prices and movement of notified agricultural produce, live stock or products of live stock; and any other product and

		<ul style="list-style-type: none"> • production, processing and storage of notified commodities; • Take all possible steps to prevent adulteration and to promote grading standardization. • levy, recover and receive fees, subscriptions and other sums of money to which the Market Committee is entitled • Employ necessary number of staff for efficient management of markets. • Conduct the auction of notified agricultural produce, live stock or products of live stock. • Ensure correct weighment of notified commodities; • Regulate the entry of persons and the vehicular traffic into the market yard; • Prosecute persons violating the rules as per the rules • Institute or defend any suit, action, proceeding, application or arbitration and compromise such suit, action, proceeding, application or arbitration; and • Provide facilities, such as provision of adequate space for direct sales by a producer and assist a producer by preparing invoices and bills on his behalf when he sells his produce to a trader without employing a commission agent. • Implement the directions given by the Government from time to time in the establishment and development of markets.
V	Tribal Sub Plan	
30	AP SCSP and TSP (Planning, Allocation and Utilization of Financial Resources) Act, 2013	<ul style="list-style-type: none"> • Shall be the convener of the District Level Monitoring Committee • Shall conduct a survey for determination of gaps in development of Scheduled Tribes compared to the State averages in human and economic development such as Literacy rate, IMR, MMR, Hospitals and Bed strength per lakh population, Land holdings, livestock holding, dwelling houses such as pucca houses, etc. • Shall ensure earmarking of funds in order to meet the felt needs of the tribals and tribal areas that secure direct and quantifiable benefits to Scheduled Tribe individuals or Scheduled Tribe households or Scheduled Tribe habitations or tribal areas that have the potential to bridge the gaps in development. The advice of the District Collector, District Monitoring Committee, individual proposals given by MLAs/MLCs and other Public representatives shall be taken into consideration. • Shall meet at least once in (2) months or as frequently as necessary. • Shall identify and prepare Tribal Sub-Plan schemes. • Shall take necessary action to submit Tribal Sub-Plan schemes proposed to be included in the Annual Plan by all the line Departments so as to submit the same to the Nodal Department within the time frame. • Shall maintain transparency in expenditure and the progress of implementation. • Shall constitute Administrative and Technical

		<p>Support Unit to assist the Line Departments.</p> <ul style="list-style-type: none"> • Shall take necessary measures for institutional strengthening at ITDA level for ensuring effective implementation, awareness, mass contact programme, social audit and monitoring of Tribal Sub-Plan. • Shall take up third party physical verification of TSP works / schemes. • Shall see that the earmarked funds meant for STs are fully spent and benefit reach the needy as per the ST Sub Plan Act 2013
31	Control over local plans and resources for such plans including tribal sub plans in Scheduled Areas.	<ul style="list-style-type: none"> • Shall pursue that <ol style="list-style-type: none"> 1. The State Government shall communicate district wise TSP allocations to the District Collectors and in turn the District Collector will communicate the Mandal-wise allocations to the Mandal Parishad both in physical and financial terms within a month from the commencement of the financial year. 2. The Mandal Parishad Development Officer shall communicate TSP allocations to the Gram Panchayats both in physical and financial terms within a month from the commencement of the financial year 3. The Mandal Parishad and Gram Panchayat shall review the progress of implementation of TSP across all the Departments in their jurisdiction once in a month. 4. The Mandal Parishad and Gram Panchayat shall submit the administrative report on the implementation of TSP through PO, ITDA to the District Collector concerned.
VI	Functions relating to Development of Education among STs	
32	AP School Education Act 1995, Right to Education Act 2009, and Child Labour Act 1986	<ul style="list-style-type: none"> • Shall ensure 100% enrolment of school age ST children and see that no child drops out of school and strive to eradicate the practice of child labor (if any). • Ensure proper implementation of Mid Day Meals Scheme. • Shall ensure 100% enrolment and coordinate the efforts put in by School Education, PR Institutions, Sarva Siksha Abhiyan, RMSA for reducing the dropout of ST children and for improvement of quality in teaching-learning practices in tribal areas. • Facilitate accessibility, supply of potable drinking water, sanitation, upkeep services, etc to schools for creating a congenial learning environment in the schools.
33	Managing TW Educational Institutions	<ul style="list-style-type: none"> • Shall manage and supervise the functioning of TW Educational Institutions. <ul style="list-style-type: none"> • Government Primary Schools (TW) • Hostels • Ashram Schools • Post Matric Hostels • Best Available Schools • Residential Schools • Residential Colleges • Mini Gurukulams • KGBVs • Shall plan for and supervise construction and

		<p>maintenance of infrastructure of TW Educational Institutions taken up under various programs by various executing agencies.</p> <ul style="list-style-type: none"> • Shall ensure provision of proper amenities in all TW educational institutions in the district. • Shall take necessary steps for improving quality of education of ST children at all levels in all TW Educational Institutions. • Shall ensure timely supply of text books, note books, dresses, trunk boxes, etc to the ST students in TW Educational Institutions. • Shall supervise implementation of menu in TW Educational Institutions as prescribed.
34	Sarva Siksha Abhiyan / RVM	<ul style="list-style-type: none"> • Shall prepare the annual work and finance plan under SSA with the assistance of Project Monitoring Resource Center (PMRC) and coordinate with SSA at district level for approval of ITDA plan, release of budget and for proper implementation of the programs. • Shall take up a review with Project Officer, RVM once in two months at ITDA level to ensure proper implementation of SSA programs in tribal areas.
35	Rashtriya Madhyamik Siksha Abhiyan (RMSA)	<ul style="list-style-type: none"> • Shall take necessary action in coordination with District Education Officer of the district <ul style="list-style-type: none"> • To ensure that all secondary schools in the ITDA area have physical facilities, staff and supplies in accordance to the prescribed standards through financial support in case of Government/Local Body and Government aided schools, and appropriate regulatory mechanism in the case of other schools • To improve access to secondary schooling and to ensure that no child is deprived of secondary education of satisfactory quality due to gender, socio-economic, disability and other barriers. • To improve quality of secondary education resulting in enhanced intellectual, social and cultural learning
36	Rashtriya Uchcharat Siksha Abhiyan (RUSA)	<ul style="list-style-type: none"> • Shall lay emphasis on improving access, equity and excellence. • Shall take necessary steps that access must be increased, preferably through consolidation of existing institutions and special importance is to be given to excellence or quality. • Shall visit, inspect and undertake review of functioning of Govt. Degree Colleges, Junior Colleges, TW Residential Junior Colleges functioning in the ITDA area.
37	AP TW Residential Educational Institutions Society (Gurukulam)	<ul style="list-style-type: none"> • Shall function as the District Level Secretary of AP TW Res. Educational Institutions Society (Gurukulam) and be overall responsible for maintenance of AP TW Residential Educational Institutions in the district. • Shall discharge the powers delegated by the Board of Governors of Gurukulam from time to time. • Shall take necessary action to provide all-round development to each student, laying emphasis on academics, sports, music, fine arts, communication and mathematics, through an

		innovative curriculum designed to make learning enjoyable.
38	Intermediate Education	<ul style="list-style-type: none"> • Shall visit, inspect and review the functioning of Government Junior Colleges functioning in the ITDA area in coordination with Department of Intermediate Education. • Shall put in efforts to strengthen infrastructure, facilities and the academic activity.
39	Higher Education	<ul style="list-style-type: none"> • Shall visit, inspect and review the functioning of Government Degree Colleges functioning in the ITDA area in coordination with Department of Collegiate Education. • Shall put in efforts to strengthen infrastructure, facilities and the academic activity.
40	Technical Education	<ul style="list-style-type: none"> • Shall take necessary action for providing increased/reasonable access, affordable and quality Technical Education through GMR Polytechnics in coordination with Department of Technical Education. • Shall put in efforts to strengthen infrastructure, facilities and the academic activity.
41	Adult Education	<ul style="list-style-type: none"> • Shall take necessary initiative for achieving 100% Literacy and facilitate proper running of Adult Literacy Centers under Sakshar Bharat Programme in the ITDA area in coordination with Adult Education Department.
42	Teacher Education	<ul style="list-style-type: none"> • Shall take action for maintenance of DIETs and College of Teacher Education functioning for STs in ITDA area and for strengthening infrastructure, regulating admissions and ensure smooth functioning.
43	Employment and Training	<ul style="list-style-type: none"> • Shall ensure smooth functioning and put in efforts for strengthening of Residential ITIs functioning in the ITDA area in coordination with Employment and Training Department.
44	Maintain Sub Employment Exchange	<ul style="list-style-type: none"> • Shall maintain sub employment exchange for tribal educated youth through Deputy Director, TW/Sub Employment Officer concerned and inform the eligible ST candidates whenever the vacancies arise in all the departments functioning in tribal sub plan areas.
45	Sports Authority of AP	<ul style="list-style-type: none"> • Shall coordinate for the establishment of Mini Stadium and Sports complexes in ITDA area. • Shall put in efforts for development of sports in tribal areas in coordination with SAAP.
46	NCC	<ul style="list-style-type: none"> • Shall propagate the NCC activities among ST Children in coordination with NCC.
VII	Functions relating to Medical and Health	
47	Control over medical and health institutions in the ITDA area	<ul style="list-style-type: none"> • Shall exercise control over the medical and health institutions functioning in the ITDA area through Addl. District Medical & Health Officer/ Deputy District Medical & Health Officer, ITDA.
48	National Rural Health Mission	<ul style="list-style-type: none"> • He shall be the chairman of ITDA Health Society and prepare the plans, receive budget and implement and monitor the National Rural Health Mission activities in tribal areas.
49	Recruitment and filling up of medical and paramedical vacancies	<ul style="list-style-type: none"> • Shall be responsible for ensuring timely filling up and posting of medical and paramedical staff in the medical and health institutions in the ITDA areas. • Shall be the chairman of the recruitment committees up to the level of staff nurses in the

		<p>ITDA areas.</p> <ul style="list-style-type: none"> • Shall be consulted in posting and transferring officers of Civil Assistant Surgeon and above cadre in the tribal areas. • Shall not relieve any functionary transferred from tribal area till a substitute is posted against the resultant vacancy.
50	Preventive and remedial measures in respect of epidemic and malaria	<ul style="list-style-type: none"> • Shall support, guide and review the hospitals in his jurisdiction with Special focus on <ol style="list-style-type: none"> 1. Supply of medicines and its utilization. 2. Review and monitor the health extension activities in tribal areas. 3. Review and monitor the steps taken to prevent outbreak of epidemics. 4. Review and monitor maintenance, up keep of surroundings and construction of Medical and Health Institutions. 5. Control and review the functioning of Primary Health Centers in his Jurisdiction. • Shall take necessary activities such as safe drinking water, Hygiene and sanitation of the Medical Institutions. • Shall take necessary action for improvement in performance of ANMs, Primary Health Centre Doctors • Shall coordinate with Health Department for taking suitable preventive measures for control of epidemic and malaria.
51	104, 108 and Rajiv Aarogya Sri.	<ul style="list-style-type: none"> • Shall coordinate the FDHS under 104, Rajiv Arogya Sree Program and 108 services in the tribal areas. • Shall facilitate medical camps at shandy points, ashram schools, residential schools and interior tribal areas. • Shall facilitate referral services to the ST patients from tribal areas to the primary, secondary and tertiary level Referral Hospitals. • Shall take necessary action to provide preventive, promotive and curative health care in inaccessible areas and difficult terrains.
52	Branch Drug Stores	<ul style="list-style-type: none"> • Shall take action for effective maintenance of Branch Drugs Store located at ITDAs. • Shall take action for additional accommodation and for providing computers and transportation facility for the Branch Drug Stores.
53	Birth Waiting Homes	<ul style="list-style-type: none"> • Shall conduct special campaigns for creating awareness among STs regarding Birth Waiting Homes. • Shall take necessary action for proper maintenance of the Homes duly integrating them with JSY, JSSK.
54	Andhra Pradesh Bangaru Talli Girl Child Promotion and Empowerment Act, 2013	<ul style="list-style-type: none"> • Shall ensure the registration of birth of girl child and facilitate issue of birth certificate to the mother/guardian within seven days as prescribed in the Act to enable the beneficiary to access the benefits. • Shall create awareness about the scheme among the tribal households and promote the birth of girl child. • Shall maintain a register depicting the details of no. of girl child births, no. registered and no.

		received incentives and no. rejected with reasons.
VIII	Functions relating to Area Development and other infrastructure programs	
55	Development of Educational, Administrative and Health Infrastructure	<ul style="list-style-type: none"> • Shall plan for and review and monitor the works taken up for strengthening educational, administrative and health infrastructure including ICDS buildings in ITDA area under TSP of departments such as Tribal Welfare, School Education etc., and under various CSS schemes including IAP and LWE. • Shall also identify, plan for and review and monitor maintenance of various buildings in tribal areas • Shall take up periodical reviews with Executive Engineer, TW, R&B, Panchayat Raj, EWIDC and other Executing Agencies.
56	Providing connectivity	<ul style="list-style-type: none"> • Shall plan for and review and monitor the works taken up for providing connectivity to unconnected ST habitations, Mandals within ITDA area under TSP of departments of Tribal Welfare, Panchayat Raj, BRGF, R&B etc., and under various CSS schemes like MG-NREGS, IAP and LWE. • Shall also identify, plan for and review and monitor maintenance of roads in tribal areas. • Shall take up periodical reviews on progress of works with Executive Engineer, TW, R&B, Panchayat Raj, EWIDC and other Executing Agencies.
57	Construction and maintenance of Drinking Water System	<ul style="list-style-type: none"> • Shall plan for and review and monitor the works taken up for safe drinking water supply to ST habitations in the district under TSP of departments of Tribal Welfare, RWS, BRGF etc., and under various CSS schemes like MG-NREGS, IAP and LWE. • Shall also identify, plan for and review and monitor maintenance of drinking water schemes in tribal areas. • Shall take up periodical reviews on implementation of the schemes with Executive Engineer, TW, RWS and other Executing Agencies.
58	Construction and maintenance of Minor Irrigation schemes	<ul style="list-style-type: none"> • Shall plan for and review and monitor the works taken up for development of minor irrigation including LI Schemes, Ground water investigations, energisation of irrigation sources, development of ayacut, preparation of crop plans of ST ayacutdars, formation and training to ST Water User Groups in the district under TSP of departments of Tribal Welfare, Minor Irrigation, APSIDC, Ground Water Department etc., and under various CSS schemes like MG-NREGS, IAP and LWE. • Shall also identify, plan for and review and monitor maintenance of minor irrigation schemes including LI Schemes in tribal areas. • Shall take up periodical reviews on implementation of schemes with Executive Engineers of TW, SMI, APSIDC and Ground Water Department.
59	Electrification	<ul style="list-style-type: none"> • Shall plan for and review and monitor the works taken up for electrification of ST habitations,

		<p>energizing the irrigation sources, installation of transformers for TW Educational Institutions and also for implementing the schemes announced by Government under TSP from time to time, in addition to the works taken up under various CSS schemes like RGGVY, IAP and LWE.</p> <ul style="list-style-type: none"> • Shall also plan for review and monitor the works under Non Conventional Energy taken up by NEDCAP. • Shall be the member of the Board of Directors of AP Tribal Power Company (TRIPCO) and plan for and implement the programs taken up by TRIPCO for harnessing hydel power in tribal areas through Mini Hydel Power Projects and other programs. • Shall take up periodical reviews on implementation of various schemes with Executive Engineers of TW, Transco, NEDCAP and TRIPCO.
60	Weaker Section Housing Program	<ul style="list-style-type: none"> • Shall plan for and review and monitor the Weaker Sections Housing Program taken up for STs in the district by AP Weaker Sections Housing Corporation. • Shall take up periodical reviews on progress of implementation with Executive Engineers of Housing Corporation.
61	MG-NREGS	<ul style="list-style-type: none"> • Shall function as Additional District Project Coordinator for overall implementation of MG-NREGS program in tribal areas. • Shall ensure preparation of shelf of works suitable to the special needs of the tribal areas and keep ready for providing 100 days employment to registered and willing households as per the Act. • Shall ensure convening of Gramasabhas for approval of Gram Panchayat level plans. • Consolidation of Mandal plans at ITDA level for incorporation in district plan. • All the MCCs working in ITDA area shall function under the direct control and supervision of Project Officer of ITDA. • All Fixed Tenure Employees (FTEs) and other staff members working in tribal areas are under the control of the Project Officer, ITDA. • Shall monitor the implementation of the works and ensure transparency in execution of works and wage payments. • Shall preside over all the social audit hearings in tribal areas.
IX	Functions relating to Food Security, Public Distribution System and other Welfare Measures	
62	Girijan Coop Corporation	<ul style="list-style-type: none"> • He shall be the Executive Director of Girijan Coop Corporation and be responsible for implementation of the business of GCC in the ITDA area. • Shall take necessary steps for payment of remunerative prices to the MFP in the capacity of Executive Director, GCC • Shall inspect the GCC depots, procurement points, shandies, godowns, processing units regularly.
63	Public Distribution System.	<ul style="list-style-type: none"> • Shall coordinate with Civil Supplies department and Girijan Coop. Corporation for ensuring proper

		<p>distribution of essential commodities to the tribal families with special focus on the STs living in interior and inaccessible habitations including PVTGs.</p> <ul style="list-style-type: none"> • Shall take up periodical reviews with District Supply Officer, Sub Divisional and Mandal Level Revenue Officers on the PDS in tribal areas.
64	Weights and measures	<ul style="list-style-type: none"> • Shall maintain strict vigilance on the use of weights and measures by the shop-owners and venders in the markets and take necessary corrective action. • Shall inspect the weekly shandies, verify the weights and measures.
65	Welfare of Disabled	<ul style="list-style-type: none"> • Shall coordinate and review with the Department of Disabled Welfare for welfare of disabled among STs.
66	Pensions	<ul style="list-style-type: none"> • Shall coordinate and review with Rural Development Department and Department of Culture to ensure proper and timely disbursement of various pensions including pensions to old age artists.
67	Promotion of tribal culture, conducting of tribal fairs and festivals and museums	<ul style="list-style-type: none"> • Shall put in efforts to promote tribal culture, safeguard the best practices and preserve the cultural heritage under different forms such as oral, literary, artefacts etc., • Shall identify important fairs and festivals in scheduled areas and coordinate for conducting the fairs and festivals and also for maintenance of Tribal Museums in collaboration with Department of Culture, Tourism and I&PR.
X	Functions relating to Economic Empowerment and Employment Generation among STs	
68	Promotion of Economic support Programmes	<ul style="list-style-type: none"> • Shall be the Ex - Officio Executive Officer of TRICOR in the district • Shall identify the local potential need based economic support schemes and plan and allocation of resources in proportionate to the population to the groups and area • Shall coordinate with DLRC/DCC and ensure the approval of Credit Plan of ITDA area • Shall Monitor the identification of beneficiaries through JMLBCs & other contemplated process under the provisions of PESA • Shall ensure the release of funds to the implementing agencies and monitor to grounding • Shall ensure that PoP & other Vulnerable Groups are supported on equity basis.
69	Youth Empowerment through trainings & Placements and Self Employment Programs	<ul style="list-style-type: none"> • Shall be the Nodal Officer for implementation of Placement linked Training programs and Direct placement programs of various stakeholders (EGMM, Sub Mission for STs etc) • Shall monitor the skill development programs in ITDAs • Shall identify the skill development gaps and plan for appropriate skill development programs • Shall coordinate various self employment programs implemented by different Govt. of India & State Government Departments and ensure their implementation (Such as KVIC, KVIB, Industries Dept. etc.) • Shall plan and implement the vocational training programs through VTIs & other similar

		<p>institutions</p> <ul style="list-style-type: none"> • Shall supervise the facilitation and counseling support to the ST youth through Sub Employment Exchanges, Career Guidance & facilitation Centers • Shall coordinate and liaison with REEMAP activities in ITDA areas. • Shall take up necessary pre Examination trainings & coaching to access to the formal employment
70	Women empowerment	<ul style="list-style-type: none"> • Shall be the Ex-officio Project Director of IKP in ITDA area • Shall overall in-charge of the community empowerment programs • Shall extend the facilitating support in capacity building & resource mobilization to the CBOs (SHGs, VOs, MMSs, GMSs) through IKP functionaries. • Shall ensure the transfer of resources received from SERP to the CBOs • Shall closely monitor the performance of the IKP HR personnel in supporting the CBOs • Shall act as Liasion Officer between the CBOs & SERP & other stakeholders in program implementation & reporting.
71	Establishment of agricultural service centers and holding of agricultural shows and including cattle shows	<ul style="list-style-type: none"> • Shall organize Agriculture/Horticulture Demonstration plots and exhibitions in coordination with Animal Husbandry & Fisheries Departments.
72	Promote sustainable agricultural practices	<ul style="list-style-type: none"> • Shall promote sustainable agricultural practices and to take steps for introducing Non Pesticide Management practices by involving Village Organizations. Shall encourage the practice of Community Managed Sustainable Agriculture (CMSA) and Rain fed Management of Agriculture (RFMA). • Shall Encourage progressive farmers by supply of HYV seeds and other inputs. • Promotion of innovative practices like SRI, Drip irrigation, Sprinkler irrigation etc.
XII	Functions relating to Transparent Governance	
73	Transparency and Accountability	<ul style="list-style-type: none"> • Shall maintain scheme wise, village wise and beneficiary wise details of both physical and financial benefits and shall be placed in the web portal for tracking the progress of the implementation of activities taken up in the TSP areas. • Shall prepare output and outcome indicators of each scheme. • Shall publish success stories under various programs implemented by the line departments in the TSP areas.
74	Social audit	<ul style="list-style-type: none"> • Shall facilitate annual social audit of expenditure of line departments having schemes in scheduled areas.
75	Third Party Physical Verification	<ul style="list-style-type: none"> • Shall take up the third party physical verification of works / schemes implemented in tribal sub plan areas by the line departments.
XIV	Functions relating to Financial Powers	
76	Budgetary	<ul style="list-style-type: none"> • He shall be the sub controlling officer of TW budget under both plan and non plan and shall be

		responsible timely release to various Drawing and Disbursing Officers under his control and for proper expenditure and furnishing utilization certificates from time to time.
77	Civil Works	<ul style="list-style-type: none"> • Shall sanction Rs.10.00 lakhs for schemes relating to Civil Works benefitting ST habitations / TW Educational Institutions.
78	Schemes	<ul style="list-style-type: none"> • Shall sanction Rs.3.00 lakhs for schemes other than Civil Works such as Economic Support Schemes.
79	Maintenance works	<ul style="list-style-type: none"> • Shall sanction Rs.3.00 lakhs for maintenance of Schemes such as drinking water, educational institutions, health institutions, roads etc.,
XIII	Functions relating to Accounts and Audit	
80	Annual Statement of Accounts	<ul style="list-style-type: none"> • Shall get the annual accounts compiled through a Chartered Accountant and place them before Governing Body of the ITDA for approval not later than 30th of June every year.
81	Audit	<ul style="list-style-type: none"> • Shall furnish the approved annual accounts to Principal Accountant General through Commissioner, Tribal Welfare and get them audited in time. • Shall attend to the rectification of the lapses/defects pointed out by the Principal Accountant General in time and furnish action taken report to Principal Accountant General and Commissioner of Tribal Welfare
82	District Level Audit meetings	<ul style="list-style-type: none"> • Shall attend district level audit meetings and see that the audit paras are disposed in a time bound manner.
XV	Functions relating to Annual Report	
83	Annual Report	<ul style="list-style-type: none"> • Shall prepare and submit an annual report to the Commissioner of Tribal Welfare on the outcome of implementation of schemes containing department wise achievements in TSP areas.
XVI	Functions relating to Protocol	
84	Protocol	<ul style="list-style-type: none"> • Shall attend to the protocol, of the VVIPs, VIPs and other dignitaries touring in the tribal areas.

**Dr.P.K.MOHANTY,
CHIEF SECRETARY TO GOVERNMENT .**

// FORWARDED :: BY ORDER //

SECTION OFFICER (SC)